



BREWIN
DOLPHIN

Your guide to MyBrewin

For intermediaries

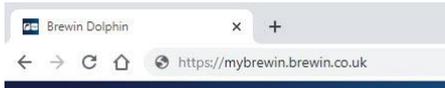
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Registering for MyBrewin

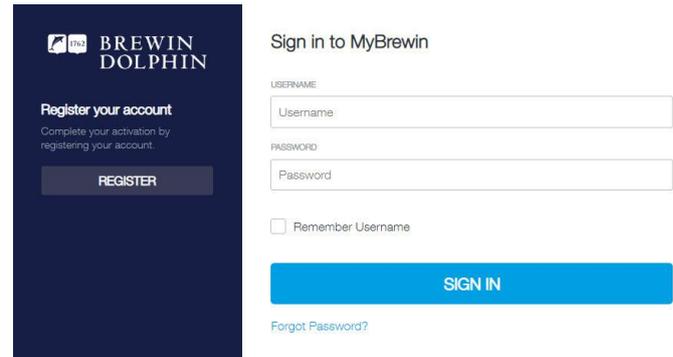
Step 1

Type the following link into your browser address bar:
www.brewin.co.uk/mybrewin



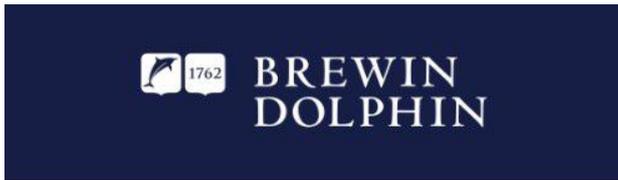
Step 2

Click on the Register button.



Step 3

Enter your email address then click the Register button.



Registration

EMAIL

[Back To Login](#)

REGISTER

If successful you will see the screen below.



Registration request
successful

An activation link is sent to:

Step 4

An email will be sent to you (almost immediately). It will come from NoReply_MyBrewin@Brewin.co.uk.

Within the email there will be a link to activate your account – click on the link. The email will also include details of your username.



Activate Your MyBrewin Account

Dear

Your account has been registered successfully and you have been assigned the following username:

You must activate your account before you can gain access. Please note that this link will only be valid for 20 minutes. Should it expire you will need to request a new link by registering for MyBrewin again.

[Click here to activate your account](#)

You are receiving this email because you requested registration and access to MyBrewin.

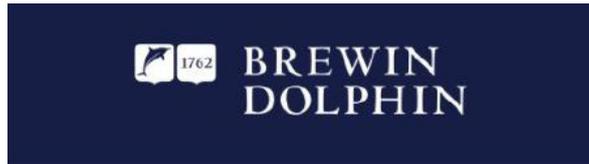
Once activated, download the MyBrewin App, available in the Apple Store and Google Play.

Please do not reply to this email as the mailbox is not monitored. If you have any questions or queries please call 0333 207 9003 or email mybrewin@brewin.co.uk

Step 5

You will then be asked to create and verify a password. Your password must include a combination of:

- At least six characters (with a maximum of 10)
- One upper case character must be used
- At least one numeric character must be used
- At least one special character must be used (!@#\$%^&*()_+){“”,:;’?/>.<).

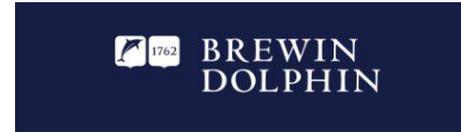


Registration

CHOOSE PASSWORD

CONFIRM PASSWORD

After entering your password you will see the screen below.

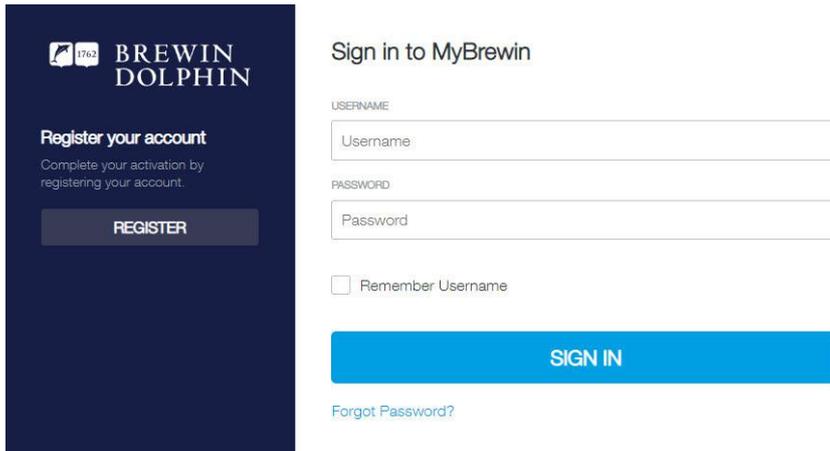


Password created

Step 6

If your account has been activated correctly, you will be able to sign in to MyBrewin using your username and the password that you have just created.

Please note: these are the details that you will need to enter each time you sign in.



The image shows a dark blue sidebar on the left and a white main content area on the right. The sidebar contains the Brewin Dolphin logo (a fish icon with '1762' next to it) and the text 'BREWIN DOLPHIN'. Below the logo, it says 'Register your account' and 'Complete your activation by registering your account.' with a 'REGISTER' button. The main content area is titled 'Sign in to MyBrewin' and contains a 'USERNAME' field with 'Username' text, a 'PASSWORD' field with 'Password' text, a 'Remember Username' checkbox, a blue 'SIGN IN' button, and a 'Forgot Password?' link.

BREWIN DOLPHIN

Register your account
Complete your activation by registering your account.

REGISTER

Sign in to MyBrewin

USERNAME
Username

PASSWORD
Password

Remember Username

SIGN IN

[Forgot Password?](#)

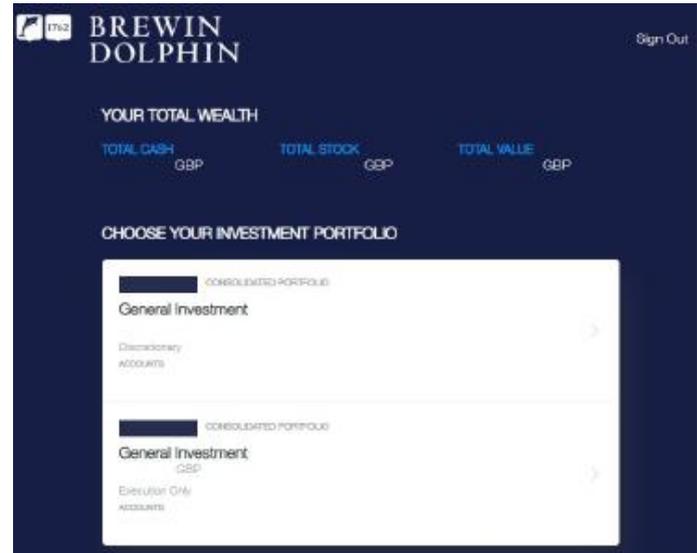
Using MyBrewin

Portfolio Selection

You will only see this page if you have access to more than one portfolio.

This page will also show you the total cash, stock and value for all your portfolios combined.

Click on the portfolio you would like to view first.



My Portfolio

This screen provides a high-level summary of the portfolio.



Portfolio Holdings

On this page, you will find a list of all holdings within the portfolio, with prices as at the close of business of the previous working day.

Portfolio Documents Our thinking

FAQs Sign Out

BREWIN DOLPHIN Portfolio Holdings CONTACTUS MyBrewin Support

DASHBOARD HOLDINGS PERFORMANCE TRANSACTIONS FUTURE INCOME LOOK BACK DETAILS

OWNER NAME MyBrewin Dummy Access PORTFOLIO DP01 VALUATION DATE 06 Nov 2019

TOTAL CASH 0.00 GBP TOTAL SECURITY 469,254.77 GBP TOTAL VALUE 469,254.77 GBP

Portfolio Summary

BOOK COST 367,761.30 GBP OVERALL GAIN OR LOSS 27.60% ESTIMATED ANNUAL INCOME 6,496.87 GBP ESTIMATED YIELD % 1.38%

CATEGORIES All DIFFERENCES CEP EXPANDED/COLLAPSED Expanded

EXPORT TO EXCEL PRINT

UK Bonds 1.6% OF YOUR OVERALL PORTFOLIO

MARKET VALUE	SECURITY	ACCOUNT	PRICE	CHANGE	BOOK COST	QUANTITY	GAIN/LOSS	PORTFOLIO
7,855.44 GBP	ALLIANCE GBL INV UK STRATEGIC BOND (DIS)	DUMMY1340	1.08 GBP	-0.30 %	7,398.48 GBP	7,253.41	8.18 %	1.8
7,855.44 GBP	Subtotal				7,398.48 GBP		8.18%	1.8

Overseas Bonds 11.82% OF YOUR OVERALL PORTFOLIO

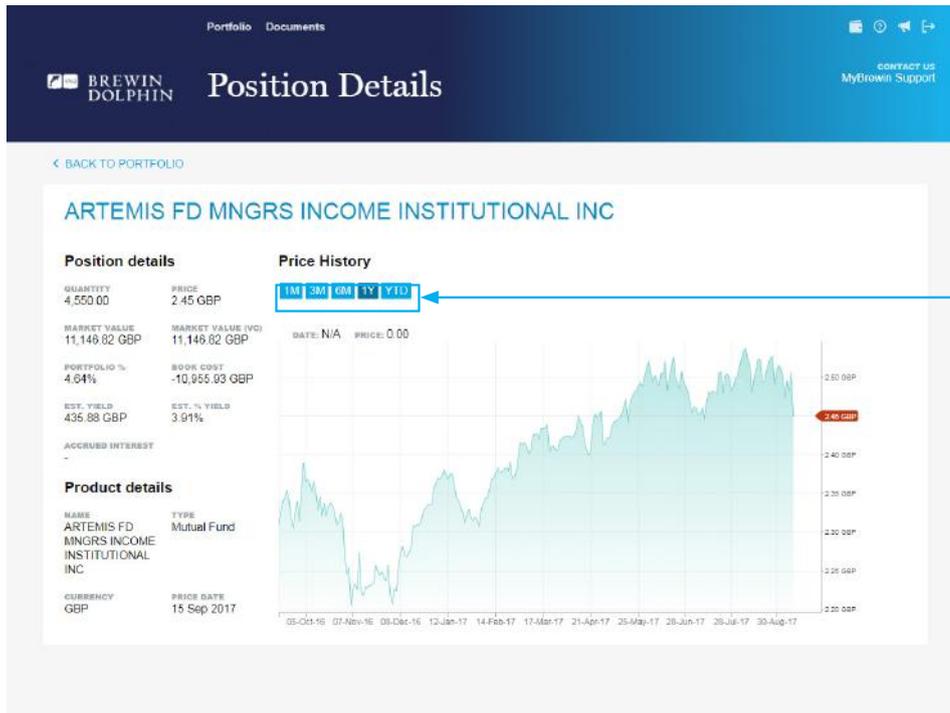
MARKET VALUE	SECURITY	ACCOUNT	PRICE	CHANGE	BOOK COST	QUANTITY	GAIN/LOSS	PORTFOLIO
12,878.71 GBP	LEGG MASON GBL FD BRANDYWINE GBL FID INC PREM	DUMMY1340	82.82 USD	-0.05 %	12,281.89 GBP	178.77	3.48 %	1.8
15,709.10 GBP	ROYAL LONDON AM SHORT DURATION GLOBAL IDX L	DUMMY1340	1.06 GBP	—	15,028.72 GBP	14,981.97	1.85 %	1.8
13,297.85 GBP	ROYAL LONDON AM SHORT DURATION GLOBAL IDX L	DUMMY1339	1.06 GBP	—	13,359.82 GBP	12,590.75	1.85 %	1.8
10,873.12 GBP	XTRACKERS II XTRACKERS II GBL INF_LFED B	DUMMY1340	28.18 GBP	-0.47 %	10,348.62 GBP	418.00	4.86 %	1.8
52,000.78 GBP	Subtotal				51,284.15 GBP		2.66%	1.8

Click on this arrow to filter on the sector displayed.

Click on this arrow to remove the sector grouping and stocks will be listed in alphabetical order. This is done by selecting "Collapsed".

Portfolio Details

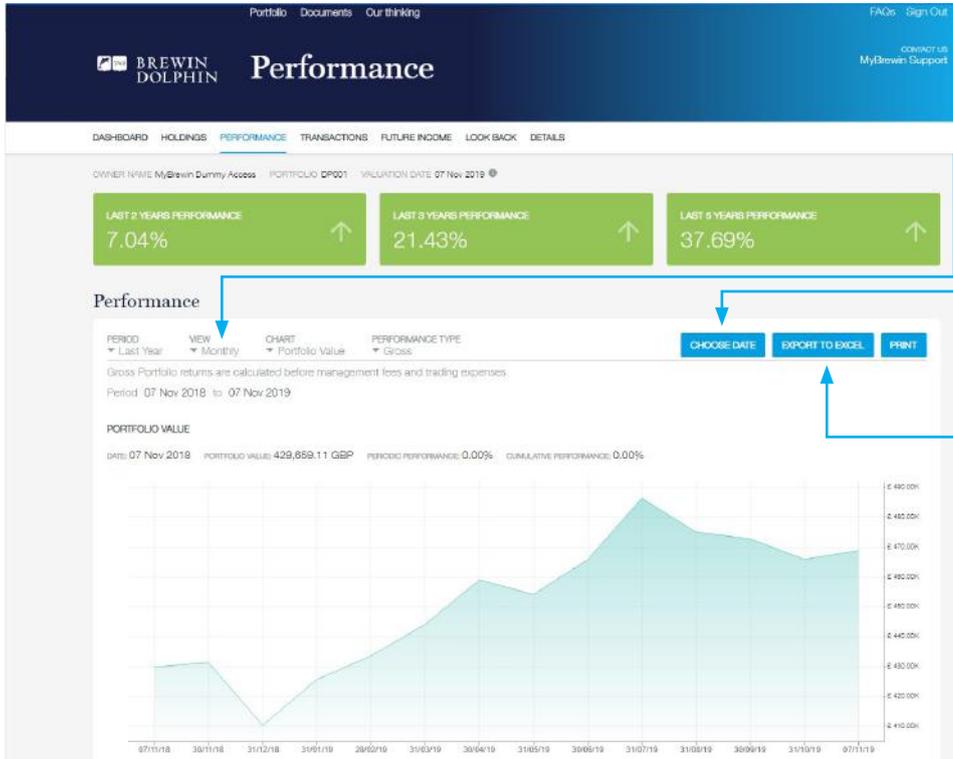
The Position Details page, accessed by clicking on an individual holding on the Holdings page, provides further information on the stock.



Clicking on the buttons marked “1M,3M,6M,1Y & YTD” will filter the price history of the stock over the selected period.

Performance

This page provides a summary of the portfolio's performance.



Click on this arrow to change the interval of performance to one of the options listed.

Click on this button to customise the date range.

Click on this button to export the Performance Table to an Excel spreadsheet.

Portfolio Transactions

This page provides a list of all transactions on the account, for time period selected.

There are several sections that the transactions are broken down into; Income Statement, Security Transactions, Corporate Actions, Dealing Statement and Deposit Statement. The following pages contain the other sections available within the transaction section.

The screenshot displays the Brewin Dolphin Portfolio Transactions interface. The header includes navigation links for Portfolio, Documents, and Our thinking, along with FADs and Sign Out. The main title is 'Portfolio Transactions' with a sub-label 'General Investment'. A secondary navigation bar includes Dashboard, Holdings, Performance, Transactions (selected), Future Income, Look Back, and Details. Below this, there are filters for Owner Name, Portfolio, Valuation Date (2019), and a list of transaction types: All, Income Statement (selected), Security Transactions, Corporate Actions, Dealing Statement, and Deposit Statement. The 'Income Statement' section is active, showing a table with columns for Date, Account, Narrative, Payments, Receipts, and Balance. The table lists five transactions from 2019, including a transfer to a deposit account and several dividend payments from various funds. A 'SHOW MORE' button is located at the bottom right of the table.

DATE	ACCOUNT	NARRATIVE	PAYMENTS	RECEIPTS	BALANCE
2019		TRANSFER TO DEPOSIT ACCOUNT	340.74 GBP	-	0.00 GBP
2019		DIV STD LF INV PRP INC 0600	-	70.29 GBP	340.74 GBP
2019		DIV MURRAY INC TR 1025	-	82.00 GBP	270.45 GBP
2019		DIV STD LF INV PRP INC 0600	-	6.60 GBP	188.45 GBP
2019		DIV ARTEMIS GI INST I 8500	-	69.97 GBP	161.85 GBP

Security Transactions

DATE	ACCOUNT	SECURITY	NARRATIVE	SETTLEMENT DATE	BARGAIN NUMBER	QUANTITY	UNIT PRICE	C
2019		ARTEMIS FD MNGRS GLOBAL INCOME I DIS	SALE	2019		-8,500.00	0.97 GBP	
2019		ABERDEEN STD EQTY ORD GBPO 25	SALE	2019		-1,875.00	4.27 GBP	
2019		ABERDEEN STD EQTY ORD GBPO 25	PURCHASE	2019		2,250.00	4.27 GBP	
2019		FINSBURY G&I TST ORD GBPO 25	PURCHASE	2019		700.00	8.70 GBP	
2019		STD LIFE INV PROP ORD GBPO 01	PURCHASE	2019		6,600.00	0.91 GBP	

Corporate Actions

DATE	ACCOUNT	SECURITY
2019		HICL INFRASTRUCTUR ORD GBPO 0001
2019		HICL INFRASTRUCTUJ ORD GBPO 0001
2019		ARTEMIS FD MNGRS GLOBAL INCOME I DIS
2019		BNY MELLON FD MNGR NEWTON GBL INC II
2018		INVESTEC FUND MGRS GLOBAL QUALITY EX

Dealing Statement

DATE	ACCOUNT	NARRATIVE	PRICE	DEBIT	CREDIT	BALANCE
2019		SALE -8500 ARTEMIS G/I INST I 097.17P	-	-	8,239.45 GBP	39,164.17 GBP
2019		SALE -1875 ABEN STAN 0427.1263P	-	-	7,988.62 GBP	30,924.72 GBP
2019		PURCHASE 2250 ABEN STAN 0427.4445P	-	9,685.59 GBP	-	-10,715.39 GBP
2019		PURCHASE 1200 MURRAY INC TR 0830P	-	10,029.80 GBP	-	-10,029.80 GBP
2019		PURCHASE 6600 STD LF INV PRP INC 091.055P	-	6,029.63 GBP	-	-12,173.39 GBP

[SHOW MORE](#)

Deposit Statement

DATE	ACCOUNT	NARRATIVE	PRICE	DEBIT	CREDIT	BALANCE
2019		PART PORTFOLIO MANAGEMENT FEE 05 APR 2019	-	394.80 GBP	-	0.00 GBP
2019		D2587080 ICG-LONGBOW SNR 9750	-	-	146.25 GBP	1,767.17 GBP
2019		TRANSFER FROM INCOME ACCOUNT	-	-	394.74 GBP	394.80 GBP
2019		D2587196 MAN MANA 11100	-	-	197.72 GBP	1,620.92 GBP
2019		D2587184 JUP STR ED INS I 15000	-	-	87.18 GBP	1,423.20 GBP

[SHOW MORE](#)

Income Calendar

This page provides an estimation of future income from the portfolio.

BREWIN DOLPHIN Future Income CONTACT US MyBrewin Support

DASHBOARD HOLDINGS PERFORMANCE TRANSACTIONS **FUTURE INCOME** LOOKBACK DETAILS

OWNER NAME: MyBrewin Dummy Access PORTFOLIO: DP001 VALUATION DATE: 05 Nov 2019

The figures quoted are estimated values based on current holdings only and cannot be guaranteed. Please speak to your Investment Manager for more information.

[CHOOSE DATE](#) [EXPORT TO EXCEL](#) [PRINT](#)

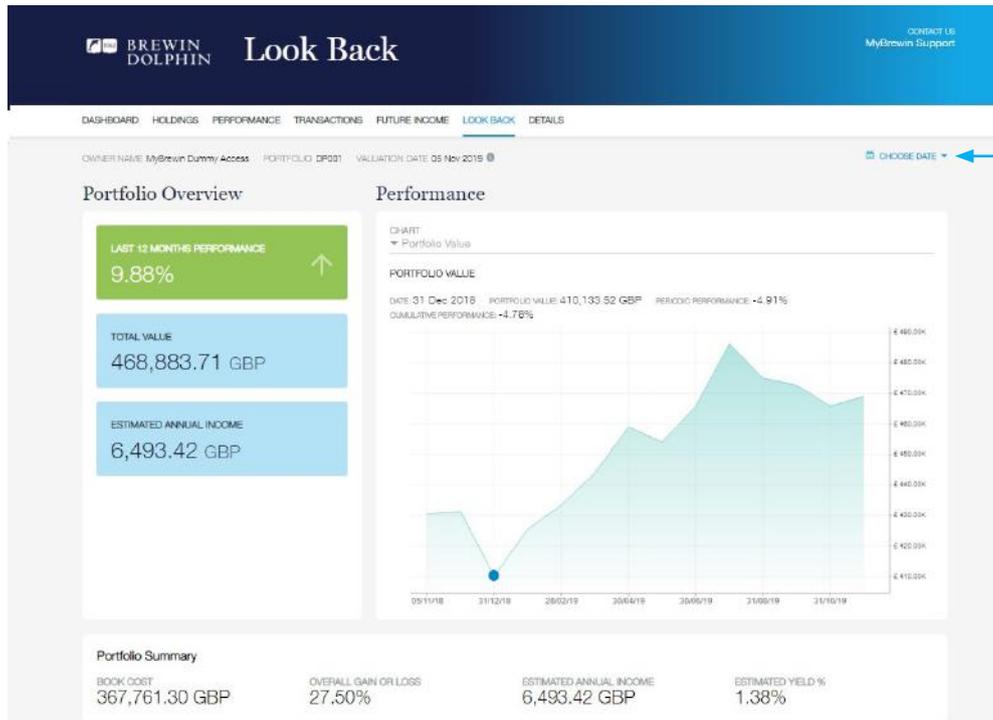
DATE	SECURITY	GROSS AMOUNT (GC)	PRICE (GC)	CURRENT HOLDING	GROSS AMOUNT (GC)
10 Nov 2019	SKYLINE UMBRELLA AFBROOK/G10 AMER ECTS B4 FD	68.78 GBP	0.00 GBP	17,819.22	68.78 GBP
31 Dec 2019	ROYAL LONDON AM SHORT DURATION GLOBAL IDX L	98.24 GBP	0.00 GBP	27,442.72	98.24 GBP
31 Dec 2019	SCHRODER ISF GLOBAL REC E USD ACC	347.55 GBP	2.93 GBP	122.91	347.55 GBP
04 Jan 2020	MORGAN STANLEY IF GLOBAL BRNDS ZX USD INC NAV	75.47 GBP	0.63 USD	183.29	97.50 USD
04 Jan 2020	HEPTAGON CAPITAL LISTED PRIVATE ASSETS C2D U	76.85 GBP	0.70 USD	142.65	99.28 USD
31 Jan 2020	INVESTEC FUND MGRS GLOBAL QUALITY EQUITY K 2 N	176.28 GBP	0.01 GBP	12,306.46	176.28 GBP
31 Jan 2020	LEGG MASON INV FDS MC GLOBAL EQUITY INCOME X I	116.00 GBP	0.01 GBP	9,169.11	116.00 GBP

By adding an end date, only entries up to that date will be displayed.

This button allows you to export the whole table to an Excel spreadsheet.

Look Back

The Look Back page allows you to select a date in the past and see what your portfolio looked like on that date.



See what the performance was for the preceding 12 months. You can also see what your holdings were worth on a date in the past using the “Choose Date” button.

Look Back *continued*

Holdings

CATEGORIES EXPANDED/COLLAPSED
 All Expanded EXPORT TO EXCEL

UK Bonds 1.68% OF YOUR OVERALL PORTFOLIO

MARKET VALUE	SECURITY	ACCOUNT	PRICE	CHANGE	BOOK COST	QUANTITY	GAIN/LOSS	POR
7,879.38 GBP	ALLIANZ GBL INV UK STRATEGIC BOND I DIS	DUMMY1340	1.09 GBP	-0.14 % ↓	7,398.48 GBP	7,263.41	6.50 % ↑	
7,879.38 GBP	Subtotal				7,398.48 GBP		6.50%	

Overseas Bonds 11.24% OF YOUR OVERALL PORTFOLIO

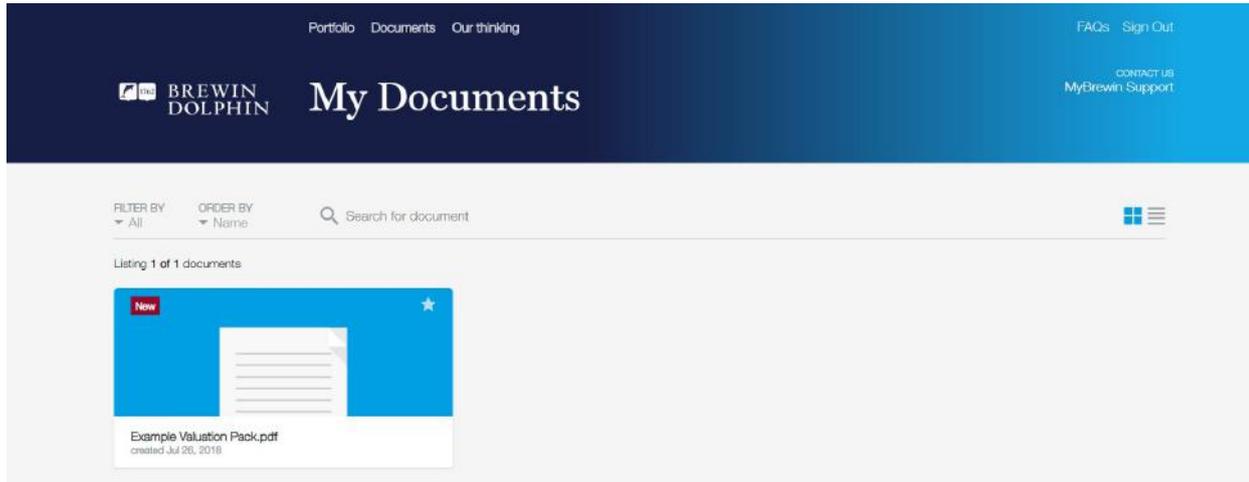
MARKET VALUE	SECURITY	ACCOUNT	PRICE	CHANGE	BOOK COST	QUANTITY	GAIN/LOSS	POR
12,684.45 GBP	LEGG MASON GBL FD BRANDYWINE GBL FXD INC PREM	DUMMY1340	93.23 USD	0.58 % ↑	12,261.99 GBP	175.77	3.53 %	
18,709.10 GBP	ROYAL LONDON AM SHORT DURATION GLOBAL IDX L	DUMMY1340	1.08 GBP	-0.09 % ↓	18,428.72 GBP	14,881.97	1.83 %	
18,297.85 GBP	ROYAL LONDON AM SHORT DURATION GLOBAL IDX L	DUMMY1339	1.08 GBP	-0.09 % ↓	18,068.82 GBP	12,850.75	1.83 %	
11,026.96 GBP	XTRACKERS II XTRACKERS II GBL INFL-LKD B	DUMMY1340	26.92 GBP	1.12 % ↑	10,646.82 GBP	419.00	4.55 %	
52,718.26 GBP	Subtotal				51,284.15 GBP		2.1%	

UK Equities 17.64% OF YOUR OVERALL PORTFOLIO

MARKET VALUE	SECURITY	ACCOUNT	PRICE	CHANGE	BOOK COST	QUANTITY	GAIN/LOSS	POR
10,634.28 GBP	ABERDEEN STD FD MG ASI UK SMLR COS INSTL GBP A	DUMMY1309	9.83 GBP	0.36 % ↑	9,868.50 GBP	1,431.42	282.29 %	
11,729.50 GBP	ABERDEEN STD FD MG ASI UK SMLR COS INSTL GBP D	DUMMY1340	1.02 GBP	0.30 % ↑	8,764.00 GBP	11,533.43	212.45 %	
7,671.83 GBP	INVESTEC FUND I UK ALPHA J NET	DUMMY1340	1.27 GBP	0.76 % ↑	6,803.64 GBP	6,052.25	16.72 %	
12,960.59 GBP	INVESTEC FUND I UK ALPHA J NET	DUMMY1309	1.27 GBP	0.76 % ↑	11,199.93 GBP	10,224.51	16.72 %	
6,780.32 GBP	RATHBONE UT MGT INCOME INSTL INC	DUMMY1340	9.27 GBP	0.72 % ↑	4,293.34 GBP	731.04	57.74 %	

Documents

This section currently holds valuation statements for the clients, new documents will appear here after being received as paper copies.



The screenshot shows the 'My Documents' interface. At the top, there is a dark blue navigation bar with 'Portfolio', 'Documents', and 'Our thinking' on the left, and 'FAQs' and 'Sign Out' on the right. The Brewin Dolphin logo is on the left, and 'My Documents' is in the center. On the right side of the header, there are links for 'CONTACT US MyBrewin Support'.

Below the header, there is a filter and search section. 'FILTER BY' is set to 'All', and 'ORDER BY' is set to 'Name'. A search bar contains the text 'Search for document'. A hamburger menu icon is on the right.

The main content area shows 'Listing 1 of 1 documents'. A single document card is displayed with a blue background, a white document icon, and the text 'Example Valuation Pack.pdf' and 'created Jul 26, 2018'. A red 'New' badge is in the top left corner of the card, and a white star icon is in the top right corner.

Details

This page provides a brief overview of your client's personal details.

Click on this icon to view the FAQ and Help screens.



Portfolio Documents Our thinking

FAQs Sign Out

BREWIN DOLPHIN

CONTACT US
MyBrewin Support

DASHBOARD HOLDINGS PERFORMANCE TRANSACTIONS FUTURE INCOME LOOK BACK DETAILS

Your Personal Profile

FULL NAME	E-MAIL	MOBILE TELEPHONE NUMBER	FIXED TELEPHONE NUMBER
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Your Portfolio Information

INVESTMENT OBJECTIVE	MANAGEMENT TYPE Discretionary	RISK PROFILE Neutral	MANAGEMENT START DATE 28 Nov 2007
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Using MyDashboard

MyDashboard utilises the same login process and credentials you should already have for MyBrewin. You must therefore already be registered for MyBrewin to access MyDashboard.

If you have not yet registered for MyBrewin, please call the Brewin Dolphin support helpdesk on 0333 207 9003, who will provide you with a registration link.

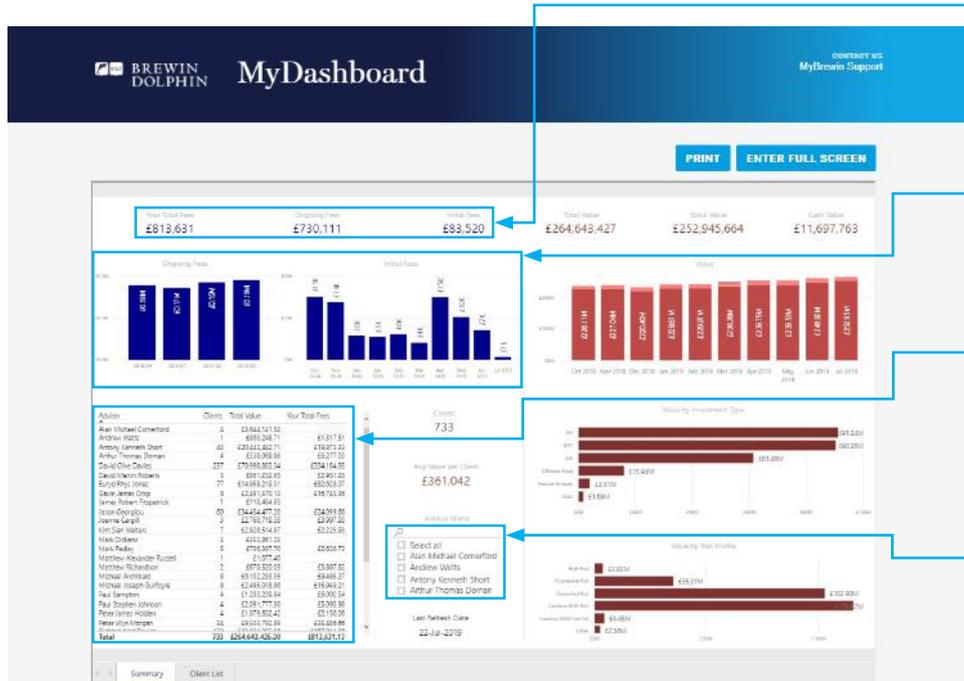
Once logged in to MyBrewin, select the MyDashboard link at the top right hand of the page. This will take you directly to the Summary page.

Please note – normally MyDashboard will reflect the data at close of business the previous trading day. Please see the ‘Last Refresh Date’ stamp displayed on each page of the dashboard for the latest update.

The data refresh usually takes place around 9.00am Monday to Friday. This means that over the weekend the dashboard will be displaying Thursday’s data until the data is refreshed on Monday morning.

Using MyDashboard *continued*

On the Summary page you can see an overview of all your clients' portfolios, and an aggregated view of the key financial information.



On the left of the dashboard you can view the 'Total Fees' made up of 'Ongoing Fees' and 'Initial Fees'. Please note these fees are adviser charges that Brewin Dolphin collect on your behalf.

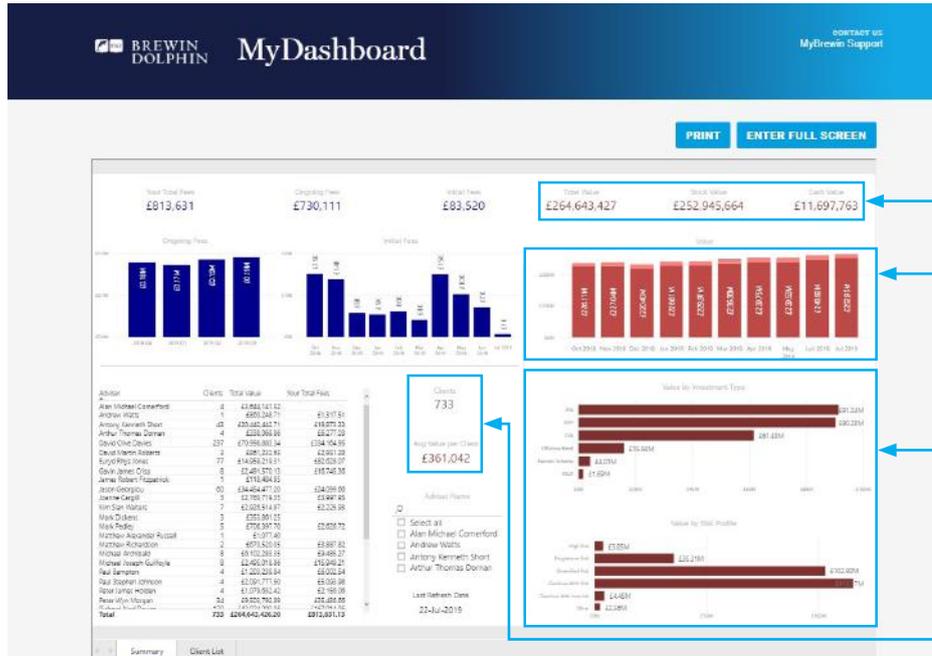
The charts display both the 'Ongoing Fees' broken down by quarter and 'Initial Fees' broken down on a 12-month rolling basis.

The table beneath this displays your total number of clients, the Total Value' of all your clients and the 'Total Fees' collected from them.

If you manage multiple advisers you will be able to see all of your advisers including their total number of clients, total value of their portfolios and the associated total fees.

Using MyDashboard *continued*

While the left side of the dashboard displays a breakdown of Fees and aggregated client data, the right side focuses on your clients portfolios' stock, cash and total value, as well as a breakdown by investment type and risk profile.



On the top right of the dashboard you can view the portfolios' total value, broken down into 'Stock value' and 'Cash value' across all of your clients portfolios.

The top chart 'Value' displays the total value figure across all portfolios, broken down on a 12-month rolling basis, with each bar representing the total value in that month.

The charts beneath this display 'Value by Investment Type' and 'Total by Risk Profile' for all portfolios.

To the right of the adviser table you can view the total number of clients that you manage and the 'Avg. Value per Client'.

Using MyDashboard *continued*

** Please note – All of the charts are interactive **

You can left-click on any bar within a chart and get a more detailed view of that value by month/quarter of the bar you clicked on. To remove the filter simply click on the same bar again. By hovering over a specific bar, you can also view the precise value represented by that bar.

If you manage multiple advisers, left clicking on an adviser name in the adviser table will allow you to see all of the values in the charts and tables adjusted accordingly for that adviser. Again, to remove the filter simply click on the adviser name again.

Each dataset has a focus mode and the option via drill-through within that data point. Right click on any item to view and select one of these options. You may also:

- Export the data specific to that chart or table into Excel or .csv format
- Spotlight or focus the data, as well as print it in full screen mode
- Sort the data in a descending or ascending order, or alternatively choose to sort by specific data point.

Using MyDashboard *continued*

Below is a view of the client list page of MyDashboard. You can reach this page by clicking on the appropriate tab at the bottom of the dashboard, or otherwise navigate here by right-clicking on any client name on the summary page and selecting the 'drill-through' option.

The screenshot shows the MyDashboard interface with the 'Client List' tab selected. The page header includes 'MyDashboard', 'Portfolio List', 'FAQs', and 'Sign Out'. The main content area displays a table of clients with columns for Client, Account Code, Investment Type, and Risk Profile. A 'Reset Filters' button is visible in the top right corner of the table area. Blue arrows point from the text in the adjacent paragraphs to the 'Reset Filters' button and the filter dropdown menus.

Client	Account Code	Investment Type	Risk Profile
Robert Gordon Jones Charitable Trust	WDD04676	Scottish Widows Bond Investment	Low
Scottish Widows Bond Investment	WDD04676	Scottish Widows Bond Investment	Low
Scottish Widows Bond Investment	WDD04676	Scottish Widows Bond Investment	Low
Scottish Widows Bond Investment	WDD04676	Scottish Widows Bond Investment	Low
Scottish Widows Bond Investment	WDD04676	Scottish Widows Bond Investment	Low

Selecting the 'Client List' tab will give you a full view and breakdown of fees, valuations and other information for each one of your clients.

You can also click on any client name listed in the table for a view of only the portfolio details for the selected client.

The 'Account' and 'Portfolio No.' will match the respective codes in MyBrewin so you will have a point of reference if required.

You can also filter the dataset by using the filters at the top of the page. These include 'Client', 'Account Code', 'Investment Type' and 'Risk Profile'.

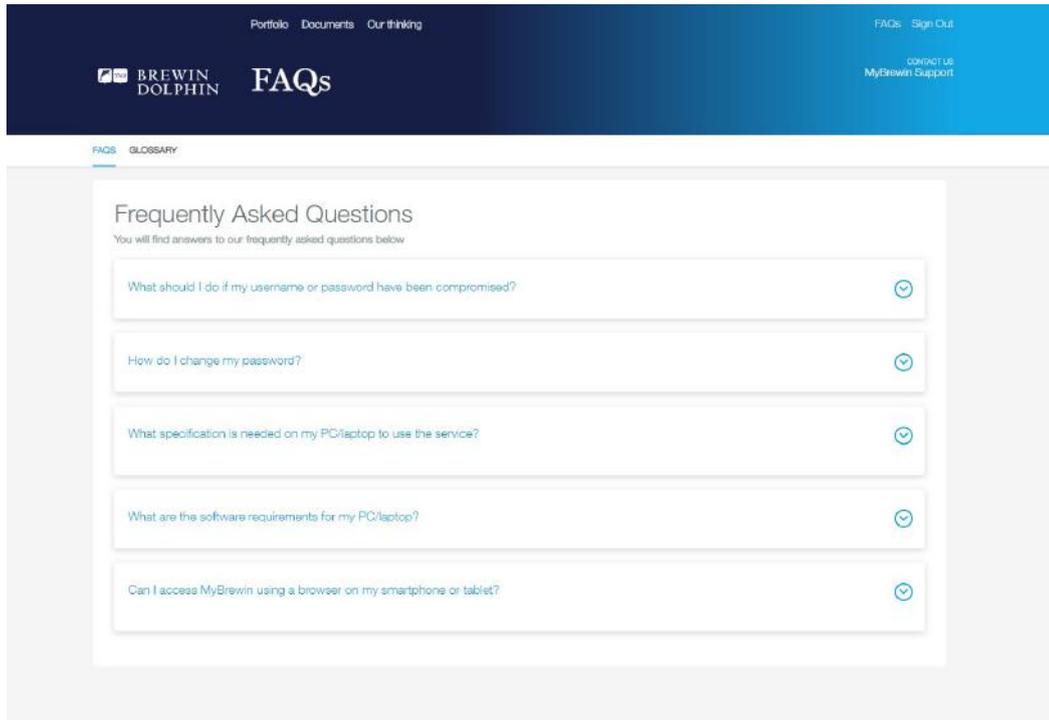
By clicking on the 'Reset Filters' function you can remove any filters you may have set on this page.

MyDashboard FAQ and System Requirements

What should I do if I've forgotten my username?	A reminder of your username can be obtained by contacting the online team.
Does every potential user of the valuations data in my firm need to be registered in order to access the data?	No, only one registered user per firm is required to be registered on the platform for the entire firm to have access to the valuation data.
What should I do if a nominated Registered user has left the company?	If at any point any of the registered users has left your firm, you must notify Brewin Dolphin immediately. If that individual was the only registered user, you must also provide Brewin Dolphin with the relevant details of the new registered user via email at intermediariesoffice@brewin.co.uk
How long will it take after I complete my registration for the valuations data to be accessible by my firm?	Once the full registration process has been completed, the valuation data should be available to your firm by the following business day.
How do I get in touch with you if I have any further issues?	You can reach the Brewin Dolphin team at +44 (0) 333 207 9003, between the hours of 8.00am – 6.00pm, Monday to Friday and Saturday 8.00am – 12.00pm.

Frequently Asked Questions

This section is for the most commonly asked queries and we urge you to check these before contacting the support team.



The screenshot shows the Brewin Dolphin website's FAQ section. At the top, there is a dark blue navigation bar with links for 'Portfolio', 'Documents', 'Our thinking', 'FAQs', and 'Sign Out'. Below this is a white header area with the Brewin Dolphin logo and the text 'FAQs'. A blue button labeled 'CONTACT US MyBrewin Support' is also visible. The main content area has a light blue background and features a 'Frequently Asked Questions' heading. Below the heading, a sub-heading reads 'You will find answers to our frequently asked questions below'. Five question cards are listed, each with a question and a blue circular icon containing a white downward arrow on the right side. The questions are: 'What should I do if my username or password have been compromised?', 'How do I change my password?', 'What specification is needed on my PC/laptop to use the service?', 'What are the software requirements for my PC/laptop?', and 'Can I access MyBrewin using a browser on my smartphones or tablet?'.

Portfolio Documents Our thinking

FAQs Sign Out

BREWIN DOLPHIN

FAQs

CONTACT US
MyBrewin Support

FAQS GLOSSARY

Frequently Asked Questions

You will find answers to our frequently asked questions below

- What should I do if my username or password have been compromised?
- How do I change my password?
- What specification is needed on my PC/laptop to use the service?
- What are the software requirements for my PC/laptop?
- Can I access MyBrewin using a browser on my smartphones or tablet?

Glossary

Please refer to our glossary, found using the help icon, for a full list of key terminology used throughout MyBrewin.

BREWIN DOLPHIN Glossary CONNECTUS MyBrewin Support

FAQS GLOSSARY

Valuation date: Date that the prices and the holdings were last updated	Portfolio: The portfolio view selected	Security: All the stocks you hold will be listed in a column under this heading
Portfolio Code/Number: Account number	Quantity: The number of shares held	Book Cost: The original cost of the holding
Price: The mid-price of relevant stocks at the close of the previous day's dealing, quoted in the stock's local currency. (pension portfolios will be valued using the Quarter-up price)	Market Value: The value of the holding, at the time of the last portfolio update	Est Gross Income: The annual income provided by the stock held, before the deduction of tax
Portfolio %: The annual percentage of gross income provided by the stock, before deduction of tax	Owner name: Owner(s) of the portfolio	Management type: The way in which this portfolio is managed i.e. which service
Risk Profile: Risk profile that has been agreed for the portfolio	Last Performance: The last 12 months cumulative performance of the portfolio	Total Value: Total value of the portfolio selected
Account: Number used to identify whether this the main	Accrued Interest (AI): This relates to Bonds only and relates to any	Management start date: Date that the account was set up

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